

## Somerville-Arlington CoC

### Ranking and Review Process FY2013

The CoC's Evaluation Committee will review all project submissions and will notify all agencies of any questions, as well as notify agencies if projects will be included in with the FY13 CoC Application.

#### **Ranking**

The Evaluation Committee developed 3 means to evaluate programs and agencies - a performance scorecard (pulling some data from HMIS), a client case file checklist and an agency checklist. The Evaluation Committee shared the evaluation tools with the larger CoC group and accepted comments and edits for a period of approximately two months before the evaluations started.

The Evaluation Committee put out an RFP and hired an independent consultant, with approval from the larger CoC, to do site visits and case file review and complete an agency checklist for each agency and also to randomly select three client case files for each project for review with the case record checklist. The consultant reported to the Evaluation Committee and provided a report as well as the scoring materials. The CoC Evaluation Committee scored the performance scorecards.

The highest an agency could score was 44 points. The highest a case file could score was 38 points, with the exception of the street outreach program, which could only score 30 points as its highest score (without ISP questions). The three case file scores were averaged in order to get the point total for the case records per program. The performance scorecard could score a maximum of 100 points. We had a Permanent, Transitional, Street Outreach Supportive Service Scorecard and a Supportive Service Scorecard.

We put together a spreadsheet that tallied the points for every program. At a special meeting in October 2013, the CoC affirmed prioritizing Permanent Housing Programs, then Transitional Housing Programs and lastly Supportive Service Only Programs. Within these Housing type priorities, we ranked by the evaluation scores.

At a special meeting in January 2014, the CoC affirmed the ranking results within the Housing Type priorities, however, the CoC did get into a policy discussion on the Street Outreach Program. As the January 2014 meeting minutes reflect, the CoC voted to raise First Step Street Outreach above CASPAR's other Supportive Service Only Programs due to its value as the CoC's only street outreach program.